

PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, June 27, 2016 in Room 161, UW Extension, 1150 Bellevue Street

Present: Supervisors Bernie Erickson, Dave Kaster, Dave Landwehr, Tom Sieber, Norbert Dantine
Also Present: Supervisor Nicholson, Paul Fontecchio, Nick Uitenbroek, Tom Miller, Dan Process,
David Maccoux, news media and other interested parties.

**Audio of the meeting is available by contacting the County Board office (920) 448-4015.*

I. Call Meeting to Order.

The meeting was called to order by Supervisor Erickson at 6:10 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve with the amendment to delete Item #9. Vote taken. **MOTION CARRIED UNANIMOUSLY**

III. Approve/Modify Minutes of May 23, 2016 and June 15, 2016.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

1. Review minutes of:

- a. Planning Commission Board of Directors (April 6, 2016).

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to suspend the rules to take Items 1a through 9 together. Vote taken. **MOTION CARRIED UNANIMOUSLY**

- b. Revolving Loan Fund Committee (November 19, 2014).
- c. Solid Waste Board (March 28, 2016).
- d. Transportation Coordinating Committee (December 7, 2015).

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file Items 1a through d. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Comments from the Public None.

Communications

- 2. Communication from Supervisor Nicholson re: Requesting a No Parking sign from here to corner at 2545 Manitowoc Road. *Referred from June County Board.*

Although shown in proper format here, this Item was suggested during discussion for Item 16 to be taken under Item 24: Such other matters as authorized by law.

Supervisor Nicholson presented the committee with several handouts (attached). He informed the main issue was the high volume of traffic and speeding on Manitowoc Road as well as a new issue regarding 'no parking from here to corner' from the neighbors across. The original request was from Scott Van Ess at 2544 Manitowoc Road. This information had also gone to the Village of Bellevue. Nicholson informed this was a Bellevue matter; he had spoken with former Corporation Counsel Juliana Ruenzel to see if the county could intervene and post a sign and was informed they could not as it was a Village of Bellevue issue. He asked Kaster if this could be brought before a Village

of Bellevue meeting; Kaster informed that they had asked Mr. Van Ess to attend a meeting to explain better and he didn't show up. Nicholson responded that that was true and the reason was he felt he shouldn't show up was that Nicholson was his representative and he wanted him to represent him at the county level as well as the city, which he would also be doing. One of the issues was Wertels Tap was in Bellevue, Van Ess was in the City of Green Bay. Nicholson understood it wasn't a county issue and he had explained that to Mr. Van Ess; he understood the county couldn't do anything and Bellevue wasn't going to address it because they didn't see it as an issue. Kaster interjected that the Public Works Director went out there a couple times, looked around and studied it; there were no accidents, etc. One of the items Nicholson submitted for the record was a letter from Mr. Van Ess that included signatures of witnesses and friends that had visited and saw issues trying to back out of the driveway onto Manitowoc Road.

**Motion made by Supervisor Kaster, seconded by Supervisor Landwehr to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Internal Auditor

3. Presentation of the Asphalt Plant Analysis by David Maccoux, Schenck, SC.

Schenck CPA David Maccoux referred to the draft copy of their analysis that was located in the agenda packet material and briefly went through what they did in terms of completing an analysis of Brown County's asphalt plant operations to evaluate the County's reported 2015 asphalt production costs, including a comparison to surrounding Wisconsin counties, along with other observations and entertained questions from committee members.

Responding to Kaster, Maccoux stated that with regard to the increase of \$76,000 that was imbedded into the improvements on the property there were land improvements related to some of the ramping of the blacktop, some of those costs, from a standard perspective, the county did depreciate those and they just used what the county used as a depreciation life, which was a pretty aggressive depreciation life because of the fact of the timeframes. Under a county you can't value the future value of the improvements, you can only depreciate them and the value in the future may be different than the cost basis. Over time, you don't account for improvements at fair value, you account for what it costs you to construct them and depreciate it as if you would have to replace it at some point in time.

Landwehr stated there was testimony stating that some of the setup costs associated with this were shifted to other items in order to keep the cost of this lower and questioned if there were any corrections made to the numbers received? Maccoux responded that they did look at a lot of those costs in 2014 and they related to the production. Landwehr questioned if things that were billed to other machinery that later they had to correct? Maccoux stated that as they looked at it they didn't view any significant impacts on the rate that they would have in 2015. Landwehr questioned what the average over a multiple of year period, average tons of asphalts a year that they use? Fontecchio agreed the ballpark was 65,000. Landwehr continued, basing that on the amount of what they would use in an average year and in looking at a payback period for the investment, he was coming up with a number significantly over 10. The only thing they could base the payback period on was what they were paying per ton for making it. Their costs associated with if for what the average was for buying it. If the difference was \$2.50 approximately per ton, what was the payback period on the \$2.8 million? Maccoux responded that given from a perspective of recovering that cost, it was embedded within the cost so anything they were producing at a cost less than what they could potentially purchase of that was payback. Landwehr felt they wouldn't do this if they were only saving \$.50 a ton, it wouldn't be worth spending all that money. Maccoux stated that you would always recover that investment through the depreciation chart. Landwehr responded that any investment they would look at over a number of years to figure out if it was a good investment or not so they should be able to look at the numbers they had and say and questioned what the payback period was. Landwehr's calculations came out to 17 years. He questioned if a 17 year payback was a good investment? Maccoux stated that part of the dilemma on the payback was they were not factoring the fact that they were recovering the costs through depreciation. The investment comes back and the return on the investment came back because they recover all the costs or a substantial portion of the cost through depreciation. The profit shown was only on the machinery cost pool and did not profit on the asphalt plant. By utilizing the equipment even though there was a downfall on the revenue they still generated a fair return on the equipment. That was designed to show that had there been some amounts of the machinery not being coded and not being used they would see variations in the machinery costs. Further discussions ensued with regard to what they were looking at, asphalt production and/or production time.

Sieber questioned the average life expectancy of an asphalt plant; Fontecchio responded that it really varied, they were like a commercial plant going everyday hard and they could last a long time. Sieber questioned if they expected to get 25 years out of the asphalt plant, Fontecchio responded, yes. Sieber questioned if Maccoux was satisfied with the information and numbers out of Public Works and was given everything that he had asked for, without trying to hide anything. Maccoux responded that they had given him everything, there was a lot of data they looked at and they were able to analyze, sort, manipulate so they could see pages of pages of activity on the production side tied into the records that they had of the county's general ledger account. Everything did integrate in and worked together so they were able to verify that the system for the county tied to the county's general ledger and therefore accurate.

Landwehr appreciated them taking this on, knowing this was contentious item to begin with and rushed through years ago and contentious ever since. It was nice to be able to put a dollar number to it now, what that number is and what that savings was. He believed that when this was originally sold to the county it was going to be a \$10 plus dollar a ton savings. For those of them who tried to slow it down or stop it at that point unsuccessfully, it backed them up a little that they were right in at least in questioning the scenario.

Airport

4. Director's Report.

Airport Director Tom Miller provided handouts (attached).

With regard to the Budget Status Financial Report for May 2016, comparing to 2015 Miller informed they were virtually in the same financial position they were a year ago as far as revenue verses budget. He was very comfortable with the numbers they had presented and believed by year end they would be very close or right at budget for the 2016 calendar year.

As for Departmental Opening Summary, there were no vacancies at this time. A third handout reflected Employee's working over 12 hours in a 24 hour period report for April 2016.

Miller spoke to a letter regarding the mobile TSA Pre-check application center to open at Austin Straubel International Airport.

The Wisconsin LSU game is being played on September 3rd, presently they will have four charter operations bringing fans into town on September 1st. Delta has added a non-stop flight from New Orleans to Green Bay on Friday the 2nd and on Sunday when everybody is trying to leave, virtually all the flights have been up gauged to larger equipment and the charters will all depart. Should be an exciting week, they were also expecting a large amount of corporate aircraft to fly in for the event.

The new customs facility opened on June 6, 2016. Three/four aircrafts are clearing a day. The customs Port Director indicated they were getting a significant influx of new first time aircraft that had never been to Green Bay before are clearing customs. He was very excited about the amount of activity and hoped it continues.

Partial taxiway rehabilitation project that started in May of this year was virtually complete; contractor says it should be open by the end of the week. A \$2 million dollar project, 90% of the funds were provided by the FAA, 5% by the state and 5% came out of their budget.

Work on the West Ramp, west of the North South runways expected to start in the fall, they do not expect to complete the work, they will probably do the excavation and put in the gravel and let it sit for the winter before they pave next spring.

Lastly, sometime in Mid-July Air Wisconsin will cease to be the ground handler for United Express going to Chicago, United Ground Express which was a wholly owned subsidiary of United Airlines will be handling the United Aircraft at Austin Straubel. Ever since Air Wisconsin went and provided the regional air service for US Airways they had provided

the ground handling service at Green Bay and at a number of other airports, or they used to, but for whatever reason United had chosen to have their own subsidiary handle the United flights at Green Bay. Air Wisconsin was still flying airplanes for other companies as their regional partner and I would expect that they would do ground handling for their own aircraft in these other cities.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

UW-Extension

5. **Budget Adjustment Request (16-51): Any increase in expenses with an offsetting increase in revenue – UW-Ext has received funding from Sanimax to offset costs of Breakfast on the Farm.**

UW-Extension has received funding from Sanimax to offset costs of Breakfast on the Farm. Budget impact \$2,000.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Director's Report.** No report, no action needed.

Register of Deeds

7. **Budget Status Financial Report for May 2016.**

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

8. **Departmental Openings Summary.**

There was currently a Vital Records Specialist position that was vacated on June 6, 2016 due to a transfer within the office that was requested to fill.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

Port & Resource Recovery

9. ~~**Budget Adjustment Request (16-37): Any allocation from department's fund balance.**~~

Planning and Land Services

Land Information – No agenda items.

Planning Commission

10. **Update regarding development of the Brown County Farm property – standing item. Nothing new to report.**
11. **Budget Status Financial Report for May 2016 (unaudited).**

Property Listing

12. **Budget Status Financial Report for May 2016 (unaudited).**

Zoning

13. **Budget Status Financial Report for May 2016 (unaudited).**

Planning Director Chuck Lamine informed that their departments, their revenues were exceeding expenditures and they were on target within their budgets and looking good.

Motion made by Supervisor, seconded by Supervisor to receive and place on file Items 11, 12 and 13. Vote taken.
MOTION CARRIED UNANIMOUSLY

Public Works

14. Summary of Operations.

Public Works Director Paul Fontecchio spoke to his reports located in the agenda packet material. Overall they were doing pretty well.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

15. Director's Report.

Fontecchio briefly spoke to the Snow Plow Route Optimization, their current projects (CTH D, F, A T, state work, and CTH D), twelve-hour days and staffing report located in the agenda packet material under his Director's Report.

He noted that Tuesday, June 28th at 3pm they are having their business meeting for the Velp Avenue Project. DOT says August 8th is their date, weather permitting, that they will close the Velp Avenue interchange for 60 days and while that is going on, from there out to Glendale, Public Works will also be doing work to capitalize on that closure. That way, businesses along there aren't being hit twice as long. They had a lot of concrete repair going on, closing the two lanes and work on those two lanes while having traffic in the other two. They invited all the businesses along that route to give them a heads up. They anticipate some of the preliminary work will start the week of July 11th.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

16. Discussion and possible action regarding the May 23, 2016 PD&T communication from Supervisor Dantine (Have the Highway Committee review the work weeks, overtime pay, and holiday pay for Highway Department employees).

Fontecchio informed that he included a report in the agenda packet; it showed what they did in terms of policies and their work practice. One thing he didn't have done in time was the overtime scenarios that they had requested, however it was completed today at 2pm (handout provided re: Overtime Scenarios, attached). It was a way bigger effort because they were talking about an incremental difference between the overtime they pay now versus some of the scenarios and changes to the overtime and Kronos, their computer program doesn't do that so they had to enter every timesheet for 2015 in by hand on a giant spreadsheet, they were working around the clock. Fontecchio briefly went through the three scenarios using 2015 data handout with the committee.

Supervisor Sieber felt it was a complex issue and would like to have some questions answered by anyone from Human Resources, such as if anything was contradictory to Chapter 4. Weininger informed it was his understanding that HR was going to send a letter as there was a conflict and they were unable to attend.

Erickson provided information to the committee with regard to Racine County and informed that they had the same rules Brown County did. Then they took it one step further calling it Overtime Compensation Special Rules, this applied to their Public Works Department. Nonexempt public works and development service employees who are working snow removal operations will receive time and a half overtime pay or compensatory time for hours worked in excess of eight hours per day or in excess of 40 hours per week or time otherwise worked outside of regular assigned hours. This was pretty close to the ideas of Fontecchio's 1 and 3 scenarios, dollar wise and everything. Weininger informed they would need to amend Chapter 4.

Before opening the floor to allow interested parties to speak Chairman Erickson suggested taking up Item 2 under Item 24 as Supervisor Nicholson was now present – Although it was suggested that this Item be taken under Item 24, the transcription is under the original item, Item 2.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to amend the agenda to take Item 2 under Item 24 at this time. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Landwehr, seconded by Supervisor Kaster to open the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Scott Sequin – Highway Department

Sequin felt if they looked at this, this would be great but felt it should be a year-round thing to include their hours in the summer and winter. Erickson interjected that they would have to change the entire Chapter 4 in the whole county. The first thing that they had been approached with was because of snowplowing issues and that's what they were trying to look at. They will have to go back exactly the way they were which wasn't necessarily a bad thing but this would really have to change everything in the entire county if they went back, they couldn't take one department, they could make a special exception, he thought, for one department, for snowplowing because of that issue. If they turned around and did it for the whole highway, then they had to turn around for the entire county. Sequin informed that the Airport ran similar to them but not every department. He felt it might be easier to make everyone have the same rules as they do because there would be no change. His point was that everyone was trying to be available all the time for whenever they call them and they understand it and they get hired here and they do their best and they can do it but there wasn't much of an incentive to working late. They received a memo today that if they had an emergency call in for sign knock downs, their two-hour emergency call-in was taken from them based on a decision from the Human Resources Department because it wasn't in Chapter 4 and they were pulling it away. They used to always have it but it was taken away with Chapter 4 but then put in by Brent Miller and Bob Bowsley, they made an agreement. Erickson interjected that they took away 3-hours call time and changed it to 2.

Fontecchio informed it was guaranteed overtime for 2 hours no matter how many hours they worked. It was his job to enact and enforce the ordinances passed by the County Board and the ordinance only states 2 hours so he had to put that memo out today, it was not wrong, it does follow Chapter 4. As an employee and he reads Chapter 4, that is like state statute except at the county level and that is county law. Chapter 4.57(4) states that in the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of 2 hours of work. It was a policy of Public Works and was not in Chapter 4 that in addition, Public Works pays 1 and ½ times normal pay for the 2 hours of work for emergency call-ins so they had to change it. Granted if a guy worked his normal 40, it was going to be overtime anyways but if they had a vacation day or holiday, they were going to be working straight-time until they hit 40. Dantine stated that it was a policy and as a board they could set policy. Fontecchio responded that he had to follow the rules that they set, Chapter 4 was the rules that were set right now but if they change it, it was their prerogative. Sieber reiterated that it was a highway policy which was overridden by Chapter 4. Fontecchio believed what was set by Brent Miller may have been more of an agreement and it was the way they were doing it since Act 10. It was the understanding of several in attendance that it may have been a trial and it seemed to work and they never changed it. Fontecchio believed it was a moot point depending on if they took action on some of the other overtime outside of normal work hours.

Erickson remembered talking about this at Executive Committee and setting this up; Kaster felt it was right after Chapter 4. Fontecchio informed he could not find anything in writing.

Andy Sell - Superintendent Highway Department

Sell informed this started while he was in the Sign Shop and it pertained to them directly the most with signs being knocked down and fatality accidents. Act 10 transpired and the union contract was originally 3 hours at time and a half paid. It went from 3 hours to 2 at time and a half. There was a discussion with the union that they were just going to pay their call-in at straight-time. Now this transpired. As a Superintendent, it was going to affect his department greatly, he oversaw the sign shop and majority of the callouts were accidents, stop signs, blowouts. Their goal was to try and get the highways opened up as quickly as possible however it can take over an hour for a responder due to the callout procedure. They were in a big hub now. It all went back to the time and a half call-in. He added, all the runs and stuff that they do, Cellcom, etc. they were working that time for straight time but the county was being charged for that at time and a half to Brown County as a taxpayer because Cellcom was making money on it and they were subsidizing them because of the time and a half at the end of the week. He didn't appreciate that or think it was right, especially for a private funded entity like that because of how the workweek starts and ends. He didn't think the taxpayers would like that especially the inconvenience they have with all the road closure and besides they are paying for it at the end of the week. He believed the guys do deserve the time and a half, 3am calling through the list

of guys because they were trying to get someone in to do a stop sign. It would be a big morale help if they would consider this, he knew there were implications with other departments but felt there weren't other departments getting called in in the middle of the night. He felt it was pretty hard to run all the county departments under one set of rules with Chapter 4; every department was different.

Tim Oettinger – Highway

Oettinger added on to Sells comments about the hour and a half response time, in a perfect world everyone would live a half mile from the shop but it don't work that way. That perception of taking an hour and a half was due to where staff lived. With regard to the memo, it seemed as though someone was trying to lynch the guys at the shop. They were not asking for the world, just to be fair. Everyone wants to bring up the private sector he'd guarantee if a guy was getting up at 2am to run and do something, they were not going to pay them \$48 to do that sign. They had a bunch of guys that would give their 'left arm' and it was every week they get something taken away, it was getting ridiculous. Some guys had a long time to go and they were good guys, they would hate to see them leave. Everyone was fed up with the memos and asked for some good news.

It was money, they got it but it wasn't much, their payback and morale and wiliness to do whatever it took.

Steve Sweemer – Highway Department

Sweemer questioned if the revenue was more than the cost, why wouldn't they do this? Fontecchio responded the tricky part was where does the revenue come from? It's like you are taking money from your savings account to cover your checking account because a lot of that money, except for the state line, was county money from another fund. Landwehr added that even the state line, it was all tax money and they were paying it, it was just paid through the state.

Jamie VandeHei – Public Works

If they just did it in the wintertime, they would be grateful but they had holidays in the summer, they go camping, it's nice out and people want to take off. They have their call-ins, windstorms, trees falling down all the time and guys getting out of bed to cut trees down. Who wants to do it on straight time? Their call-in procedure, they start at the top and go down and old guys won't come in for straight time, it's making their job harder since this whole Chapter 4, Act 10 went through. The young guys were going to start not answering their phone, there was no one forcing them and without paying their phone bill they can't tell them to answer their phone. If he was there for his 40 hours a week, he was hired for snow; he will be there for snow but then in the summertime. It came down to forcing new rules. If they could settle on something like this and if it would involve changing Chapter 4, he knew it would be a little work but your morale right here, the guys would come in, their getting paid, compensate. What he was asking was to look at the year-round, not just the winter, every day they were calling people in, accidents on the highways. It'll help everyone's jobs, directors, supervisors and he wouldn't have a problem coming in for \$30 some dollars an hour, he will answer his phone every time it rings and he was sure everyone here would. They had a very good group of guys that were willing to give the shirts off their backs.

Steve Dantoin – Interim Superintendent

Dantoin was the Superintendent on-call when the girl got murdered on Hoffman Road, he called his first two guys from the Sign Department to close the highway down. They sat out there from 3pm until late at night and had to be up at 3am to set up for the Bellin run, he had to call two more guys to take their place. The first call he got a guy to come and replace one, it took 27 more guys to call before he could get that second guy. Everyone he called was up north, out of town, at a wedding; he couldn't get ahold of anybody other than him to pick-up and sit in the truck. With those guys getting called out, it would just be easier if the board and HR would work with the guys more. He liked the idea of trying to make a category alongside Chapter 4 for these guys as a separate entity. Reiterating Sell, they were their own company out there. It would make their job a whole lot easier so they don't have a telephone hanging on their ear all the time. It goes the same way for wintertime, it would be a lot easier calling guys in if this goes through with the winter maintenance.

Mark Sperberg – Highway

Sperberg informed that when they had the old contract, it worked. He had been here for 24 years and he can contest to that. He heard numerous times this year that they went through the list of guys and they can't get guys so they

were going on and above the guys who do show up, they were covering double sections and going on and above to try and help because the system they had wasn't working. There was a lot of negotiating 50-70 years to make the system the way it was and unfortunately it worked really well. He didn't think there were any issues. There were a lot of guys here that had been there for a long time. It was one of the biggest things they were asking, to try and get them back on track. Last month he mentioned the City of Green Bay had gotten back this issue that they were fighting for. The committee informed they knew guys on the City Counsel and questioned if anyone got back to them, did they contact them on how they did it, why they did it, why they gave it back? Erickson stated he would make a note and will call the Public Works Director tomorrow.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Landwehr informed that last month, there was discussion of starting the workweek on a Monday instead of a Sunday. Fontecchio informed there was some serious overlap once you look into that. If you pay for outside of work hours it doesn't matter. There were many issues with this such as billing. They could address it through the workweek but that was only partial. If they paid the guys overtime outside their regularly scheduled work hours, the billing was fixed. It was a more accurate billing aspect. He looked at a lot of counties online and it was all over the board on what they do. Half was straight-time and the other half, it seemed like anything worked outside their scheduled hours was overtime.

Kaster informed he has been called out at 2 or 3am and had gone out on straight time because his 40 hours hadn't been satisfied yet. If they were charging time and a half but paying out straight time, sounded like a mess to him. He felt they should get a premium for being called in and be guaranteed so much.

A lengthy discussion ensued with how to move forward, such as an ordinance change, as well as how to handle 'scheduled' work outside regularly scheduled hours and if they make a change, which departments it would apply to, such as Public Works and Airport. Landwehr would like to see more number and things from HR. A debate ensued with regard to where the ordinance should go, whether it should go straight to Executive or back to this committee for an adoption. Dantine stated his concerns with it going straight to Executive Committee, Erickson and Kaster agreed. Erickson suggested making two motions.

Motion made by Sieber, seconded by Supervisor Landwehr to change the ordinance to pay the two hours of time and a half for call-ins and that it is retroactive to June 27th. Vote taken. MOTION CARRIED UNANIMOUSLY

Weininger informed they will have to work with Human Resources and Corporation Counsel to write the ordinance change for Executive Committee; he will talk with them tomorrow.

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to draft an ordinance amending Chapter 4 to allow paying for overtime outside regularly scheduled hours with the exception agreed upon between management and staff as counted as normal workweek and bring it back to PD&T next month. Vote taken. Nay: Landwehr. MOTION CARRIED 4 to 1.

17. **Discussion and possible action regarding drone report.**

Erickson informed that Fontecchio scheduled a meeting with Department Heads that would be most connected to the drones and general feeling was a couple drones would very possibly be needed and the Sheriff and Emergency Government would probably work those into their budgets. Between Planning, Land Con, Highway, Parks, Zoo, etc. felt they had uses and they were all going to work together and talk through Fontecchio and see if it's possible to work it into the Public Works budget and go from there.

Landwehr's concern was spending time on this until they can legally fly drones; Erickson informed they could, that was all relaxed and it was for night flying or within five miles from the airport unless notified and a voicemail was more than sufficient. They could be a county operator and take an online course. Landwehr questioned if there were

concerns regarding liability, Weininger responded they will need to get an additional policy but didn't have the number, it was nominal.

No action needed.

18. **An Ordinance creating Section 6.14 of the Brown County Code entitled, "County Trunk Highway Maintenance and Improvements."**

Fontecchio spoke to and went through his correspondence re: Proposed County Ordinance 6.14 located in the agenda packet material. He informed that after their training with the attorney from von Briesen, one fallout was they realized they were doing some things that were not quite right according to Chapter 83. To bring them in line with Chapter 83, there were things that needed to happen. Referring to a previous discussion state statute trumped county ordinance, the County Board couldn't change the state statute. To his knowledge, this 50/50 cost share policy had never been brought to County Board, he had been going by past practice. Over the last few years he had tried to make sure that the cost share policy was uniform so they were applying it uniformly to all the municipalities. Unbeknown to him, the cities were different than the other municipalities. This was policy so he was bringing it to the committee. He liked to start with his baseline being the state statutes and build from there. Ordinance creating section 6.14 of Chapter 6 was provided (attached) in which Fontecchio went through with the committee; he was proposing was following state statute, he was trying to be consistent.

Planning Director Chuck Lamine informed that they just saw this Friday because of the packet and this was a significant policy change for the county and he had a couple concerns. They had plans that they submit to the DNR and the EPA that outline the county's responsibilities. This change has an effect on the MS4 permit process so he felt they needed to talk about that and make sure they've got bases covered on it. In terms of past practice, his handout #3 did identify that the way they were doing those agreements, he didn't know if they were operated properly or not but under Section 83.035, there was a mechanism for doing agreements with municipalities so they were not doing it outside state statutes, they were using a different state statute when doing that process. If they want to change that process, it was a decision they had to make. Some of the concerns he had about the change or a change this of this size, it was significant. Some of the concerns in terms of kind of continuity of design of a corridor on some roadways. The one nice advantage of the agreement process, it enabled collaboration, so they had both the city and county working on coming up with what they wanted it to look like. He felt there were advantages to that. This really says every project the city or the village that it's located in will pay for the large percentage except for the 22' at a reconditioning project cost. One of the perspective of the county highway system was it was a regional perspective. He was concerned that these decisions would get down to each community and they will lose any consistency in terms of a mechanism to get everyone to agree to a design. He was really concerned with the southern arterial bridge; it was discussed for a number of years and as a 50/50 project. It was a significant chance for that project and he wasn't sure if those communities had been contacted yet. From a policy perspective they will have to work through those issues and it would take some discussions.

Fontecchio did not float this by Lamine in Planning and they were not on the same page. He floated this by his boss, the County Executive. In terms of a few points, in terms of continuity, they didn't have continuity now. Every project he had with a different municipality wanted something different. They could try to achieve continuity but between GV9 and GV10 they were not exactly the same, they were similar. There were enough differences that it makes it very difficult. Riverside Drive, a state highway, the DOT was doing. De Pere and Allouez, same project, DOT and there were different roadway sections because the municipalities wanted different roadway sections. Regional perspective with each community, it was very difficult. They had a community like De Pere that does not want off-street bike trails; community like Bellevue wants off-street bike trails. It's been very taxing that they were trying to enforce something on a regional basis on a community that doesn't want it. He understood it was up to the County Board and the PD&T but he wanted to make sure they understood where he was coming from. This wasn't something that wasn't well thought out or they didn't think about all these things, it was, it was based on past practice and they had a tough time. In terms of the southern arterial, there was nothing saying the county board can't carve out an exception to the ordinance for such a huge mega project, of course they could. They were the policy making body and could do whatever they wanted.

Landwehr appreciated comments from both sides, overall he liked this but when he saw it in the packet, it was a big deal, he made photocopies and ran it to the Administrator at Hobart and Lawrence and asked for their feedback. He would ask that they hold it but get it out to all communities and ask for comments back and act on it next month.

Lamine wasn't expecting Fontecchio to come and ask for permission but this was an ordinance that affected work that they were both doing. He would not come in with something and not give the courtesy of bouncing ideas off each other and with their boss or separate from their boss. He had far more authority than he did and the committee could do as they wish, but there were some issues he was seeing in a two hour review that were things that affect some of their plans and he would have loved to try and address those, the conversation was very helpful so they were not in a situation like this. He was hoping that they could get to something and they could do a better job and by the time they brought it to them, everything was addressed. They were working on planning documents that they actually spent time with him and have more meetings coming down the road and this was not at all consistent with anything that was in the plan drafts they were working on right now. They would like it to be consistent and if this was the direction they were going, he had to change that document. He'd like them to all be on the same page.

Further discussions ensued with regard to possibilities such as Sieber's suggestion to add to the Brown County Comprehensive Plan, to get more continuity through at the county, that the county would be willing to invest more money because that's the county's vision, as long as they filed a comprehensive plan. They could provide incentives to follow the comprehensive plan to try and get the county more cohesive. Fontecchio responded that they could do that. This was just a starting point for this conversation and what he hoped it would be for tonight. That's why he didn't go out to the municipalities; he wanted to bring it to the committee first. Right now he didn't have a policy approved by the County Board, the 50/50 that they were following was not approved by the County Board. Kaster informed he had checked into it many years ago so they need something. Fontecchio cautioned that if they did 50/50 for the cities, it's by state statute that they get to decide the width, the type, everything. That was almost a blank check for half. Whatever they decide in terms of policy, they will have a financial impact.

It was Landwehr's opinion that they were going to see municipalities not coming back to ask the county to build it. Kaster questioned if they ended up with no work. Fontecchio stated they based their crew numbers based on winter plowing, how many sections they had, etc. Where they struggled to keep their guys busy wasn't in the summer. They had a ton of work and they were getting more and more work every day from the towns. Where they struggle was late fall, early spring and the winter when it wasn't snowing, that's where it's hard to keep billable. The way it was working in these bigger urban improvement projects, they are so big. GV last year, they had to make the decision that they couldn't do it, the only thing they did was pave it.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to hold until the July PD&T meeting where a public comment session will be held and have Public Works Director Fontecchio send a letter to municipalities within Brown County about the ordinance change. Vote taken. MOTION CARRIED UNANIMOUSLY

19. Five-Year Facility Maintenance Plan.

Fontecchio provided copies of the Five-Year Facility Maintenance Plan informing there were some minor budgetary changes, not much difference, it was a work in progress. They got their levy targets today at 4pm and he was adjusting based on what the County Executive said last week. He spoke to the cover letter and briefly went through the handouts (attached) with the committee. He was hoping it would be a planning tool for the future.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Closed Session

20. Open Session: Discussion and possible action regarding the placement of Parcel D-212-2 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview).

Motion made by Supervisor Kaster, seconded by Supervisor Erickson to enter into closed session at 9:30pm. Vote taken. MOTION CARRIED UNANIMOUSLY

21. **Closed Session: Discussion and possible action regarding the placement of Parcel D-212 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview). Pursuant to Wis. Stat. § 19.85(1)(e), any meeting of a governmental body may be convened in closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

22. **Reconvene in Open Session: Discussion and possible action regarding the placement of Parcel D-212-2 for sale (8.5 acres of Brown County Highway Department land on Scray Hill Road located in the Town of Ledgeview).**

**Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY**

Other

23. **Audit of bills.**

Motion made by Supervisor, seconded by Supervisor to audit the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

24. **Such other matters as authorized by law.**

During discussion for Item 16, Item 2 was referred to Item 24 however transcription is in proper format under Item 2.

Supervisor Sieber requested that an update on Housekeepers be added to next month's agenda.

25. **Adjourn.**

**Motion made by Supervisor Dantine, Seconded by Supervisor Kaster to adjourn at 10:30 p.m. Vote Taken.
MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

(B)

My name is Scott Van Ess and I live at 2544 Manitowoc Rd. I am writing this letter in lieu of a request I had made in person to my alderman, Andy Nicholson, in late June of 2015. I explained to Andy that with traffic being very heavy on Manitowoc road, especially between Greenbriar and Manitowoc road from the highway, as well as people driving at excessive speeds, that it is very difficult to pull out of the driveway without cars practically running into anyone exiting our driveway. On top of this, there is a bend where a ravine is, which makes it more difficult to see traffic as it is coming east down Manitowoc road. I asked Andy if he could help by getting traffic patrols in the area, which he did. I also asked if he could get a no parking sign: here to corner, across the street from my house, in front of Wertel's bar. I explained to Andy that when cars are parked on the street, it becomes even more dangerous to pull out of our driveway and there have been close calls as there is limited room to pull out with the heavy traffic, usually speeding, and parked cars on the street. Andy told me that would need to be addressed with Bellevue and that he would address the matter with his cohort, Dave Kaster. Several weeks later, I saw Andy and asked if he had addressed my safety concerns and he stated he in fact did. Andy informed me that Dave Kaster told him there would be no action taken. When I inquired as to why, Andy told me, and I quote "Dave told me, it's Wertel's." I asked him if that is the sort of reasoning Bellevue uses when regarding safety concerns by constituents and Andy shrugged his shoulders and stated, again I quote: "he said they were there first."

I am writing this letter in hopes that the rest of Bellevue's elected officials have more foresight than using what I believe to be an ignorant disregard for public welfare and safety. Mr. Kaster's partisan comments reek of cronyism and short-sightedness. I asked Mr. Nicholson to please inform Mr. Kaster that I believed his explanation was not based on anything that related to public safety and to reconsider my request. I told Mr. Nicholson that if such blatant disregard for what I believed to be a serious safety concern continues to be brushed aside, I would write a letter to the Bellevue administrator and board. Several weeks have now passed and in talking to Andy, he told me Mr. Kaster has no intentions of moving forward on this issue.

This is a multifaceted situation that can be greatly helped with some cooperation from Bellevue. A no parking sign from here to corner where I am requesting it (Wertel's east driveway to corner) covering about 100 yards and only about six to seven cars can park in this area. Wertel's also

has ample land for cars to park and if they need to expand their lot for public safety concerns to accommodate six to seven more cars I think that is what would be expected in a residential area. I understand Bellevue decided to make that area commercial, but we need to consider that across the street in Green Bay this is residential. It would also be prudent for Bellevue to look at posting a speed limit sign on Manitowoc road where cars turn from past the hotel east down Manitowoc road. Cars are regularly traveling in excess of 45 miles an hour. Mr. Nicholson informed me that radar has even found a car to be traveling at 70 mph during a traffic count. This is an ongoing problem and when patrolled the officers are stopping cars non stop. These are two very simple requests that can greatly improve public safety. Mr. Kaster's reasoning is appalling and though one person cannot be held accountable if an accident were to occur, as ultimately it is the people driving, by refusing to put forth preventative measures only exacerbates the problem. I implore the village of Bellevue to not use 1950's Mayberry logic and take my considerations seriously.

I enclosed are some pictures that illustrate the bend where the ravine is in which cars are traveling at speeds often above 40 mph that are blind to anyone pulling from our driveway until they are already around it, the area I would like the no parking sign, the ample land for parking that Wertel's has available and the limited space we have when a car is parked on the street and we need to pull out. If this were an average residential street there would be no need for a no parking sign. However, with the high volume of traffic and accelerated speed that people are driving, this is very unsafe.

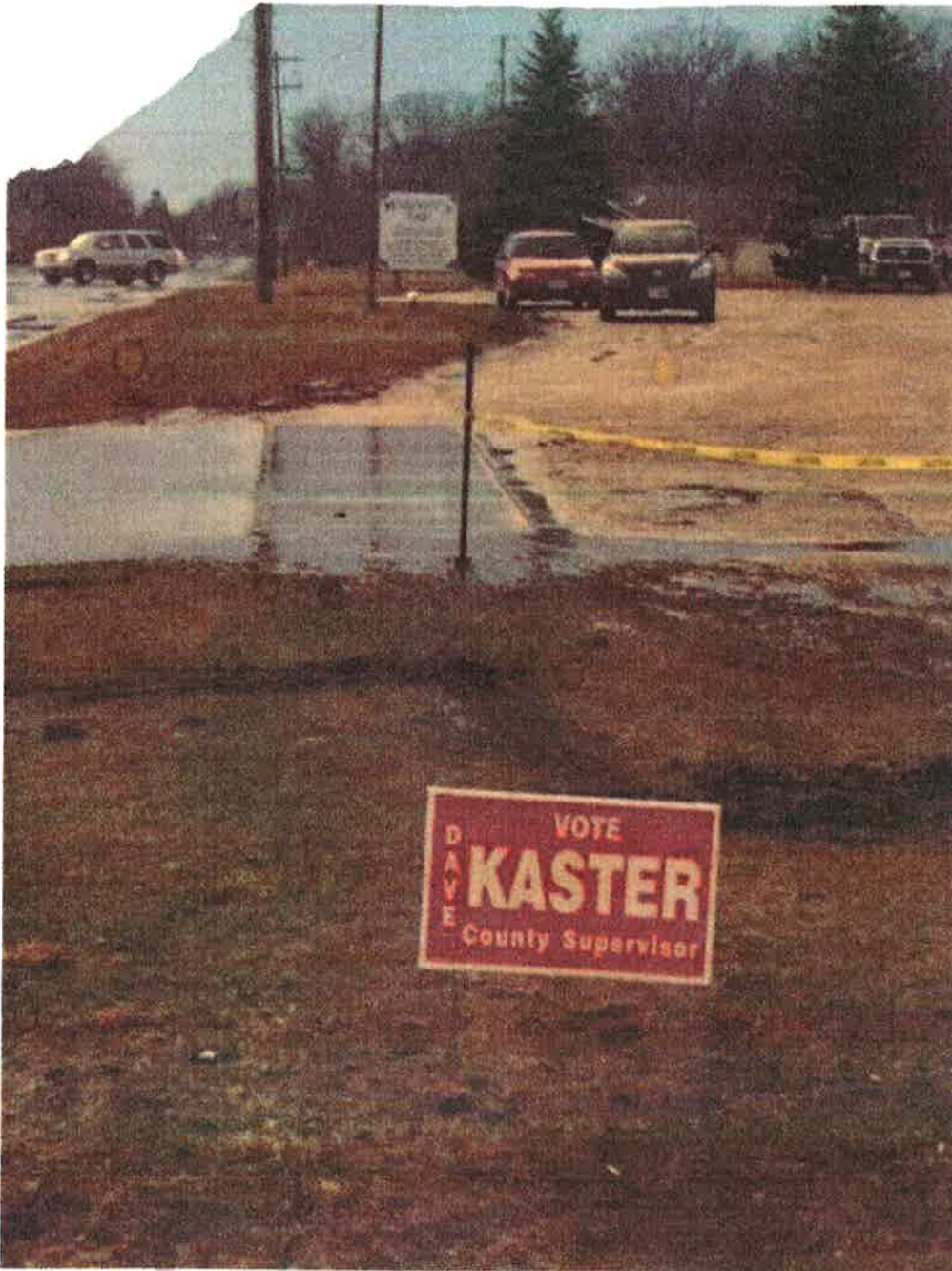
I am hoping that this concern can be resolved without any further action. However, If Bellevue fails to seriously take into consideration my concerns, I will be submitting this letter to my representatives in the city of Green Bay as well as the Brown county board.

I can be reached via email at: Sayhey77@aol.com

Thank You,

Scott Van Ess





Past History of high Volume of traffic speeding has been the primary problem however over the years there has been another problem that has surfaced.

~~Parking on the obstruction~~

Obstructed parking on Manitowoc Rd. This has caused problems for the residents on Manitowoc Rd exiting their driveways. This issue with speeding co insigns a dangerous situation

- Parking issue is in the Village of Belvue
- ~~Neighbors~~ Residents live in city of GB
- Solution have Wertels customers park on Grass Area
- winter Plow Grassy Area for parking eliminate problems on Rd

Sup. Kaster - has -

The Village Board of Bellvue has voted on this matter. The Village Board has voted No ~~to~~ on "No Parking here to corner which Sup. Kaster resides on."

I asked Sup. Kaster what ~~happened~~ happened at the Village Board. He replied "The sign was voted down. I asked what were the reasons Sup. Kaster replied "Wentels was there first."

* When a constituent approached me + addressed the No Parking ~~to~~ here corner ~~stating~~ Sup. Kaster stated "Wentels was here first"

* Adam Gauthier has ~~approached~~ ^{responded} to Mr. Vaness stating he understands the high volume of traffic.

14 May, 2016

Over the course of the past year I have been requesting traffic to be monitored on Manitowoc Rd. for speed as well as the potential hazards that exist. I have talked to Alderman Nicholson about increased patrols as well as getting a "No Parking Here to Corner" across from our house in front of Wertel's Tap as it causes undo danger pulling out of our driveway. Cars parked on the street along with heavy traffic and speeding, causes hazardous conditions. I have asked for the "No Parking" sign as a first aspect to easily alleviate one of the concerns. Alderman Nicholson requested a sign to a Bellevue Trustee, Dave Kaster, who without hesitation, stated: No way, Wertel's was there first. Mr. Kaster showed no regard for the situation. Numerous people have commented on the dangerous conditions of pulling out of our driveway and are signing below to indicate this matter is dangerous and to indicate that this matter needs to be addressed for safety concerns. A simple sign is an easy start, but we need representatives that care about public safety!

* Scott Yuhn	2544 Manitowoc Rd. Green Bay, WI, 54311
X Brandon Kust	707 Rose St Kauauee WI
* Cynthia & Doug Leung	605 Basin St G Bay WI
* Kimberly Plutka	2410 Syeamore Dr. GB.
Spencer Garmon	545 Erie Rd. Green Bay WI
Tammy Van Loon	3521 Mayapple Drive GB 54311
Bob Churchill	3521 Mayapple Drive GB 54311
Melissa Bluedorn	932 Pilgrim way #8 GB 54304
Michael	890 Mackinac Dr. Hazel 5493
Karen Bartels	W989 Mary Lyle Lane 54175

**Brown County
Airport
Budget Status Report
May-16**

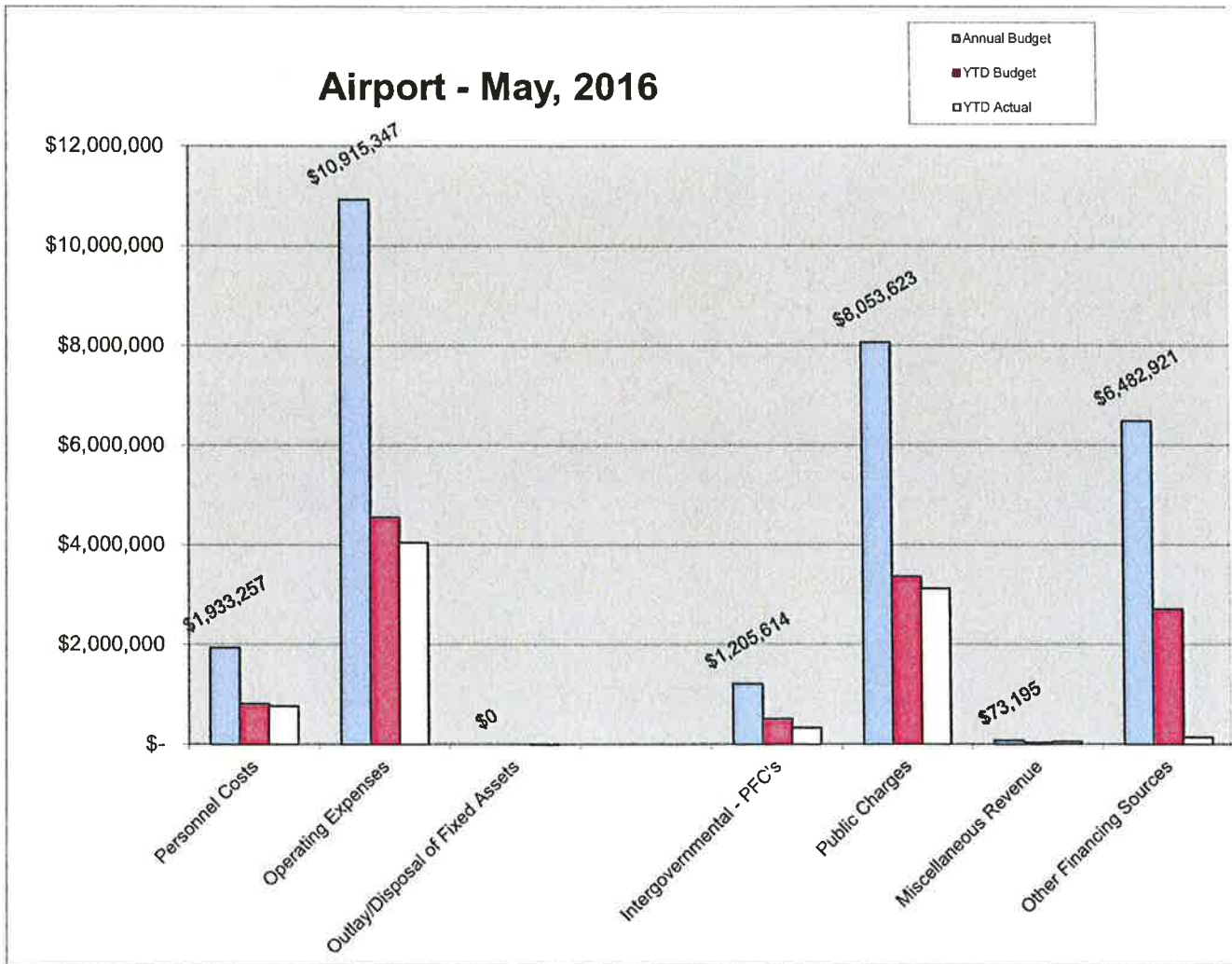
	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$1,933,257	\$805,524	\$762,844
Operating Expenses	\$10,915,347	\$4,548,061	\$4,044,196
Outlay/Disposal of Fixed Assets	\$0	\$0	-\$500
Intergovernmental - PFC's	\$1,205,614	\$502,339	\$331,649
Public Charges	\$8,053,623	\$3,355,676	\$3,120,759
Miscellaneous Revenue	\$73,195	\$30,498	\$47,604
Other Financing Sources	\$6,482,921	\$2,701,217	\$135,137

HIGHLIGHTS

Through May, airport expenses continue to operate under budget, despite being at full staff. Expenses are up only about 1% compared to the same time last year.

PFC's are lagging a bit due to the depressed traffic which we experienced during the first quarter. However, those collections are increasing. Also, Capital Contributions (Other Financing Sources) are under budget because the federal project started late.

Thru May	Pax On	% (+/-)
2016	110,439	-7.1%
2015	118,902	



BROWN COUNTY
AUSTIN STRAUBEL INTERNATIONAL AIRPORT

Departmental Openings Summary
To: Planning, Development & Transportation Committee
From: Airport

6/20/2016

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
No vacancies at this time.				

EMPLOYEE'S WORKING OVER 12 HRS. IN A 24 HR. PERIOD REPORT
BROWN COUNTY AUSTIN STRAUBEL INTERNATIONAL AIRPORT

APRIL – 2016

EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Hacker, Doug	04/08/2016	13.25 hrs.	Snow Removal
Repitz, Eric	04/08/2016	13.25 hrs.	Snow Removal
Braun, Pete	04/28/2016	13.50 hrs.	After Hours Security Upgrade
Hall, Mark	04/28/2016	13.50 hrs.	After Hours Security Upgrade

AIRPORT

Brown County



2077 AIRPORT DRIVE, STE. 18
GREEN BAY, WISCONSIN 54313-5596

THOMAS W. MILLER

PHONE (920) 498-4800 FAX (920) 498-8799
Web page: www.co.brown.wi.us/airport

AIRPORT DIRECTOR

FOR IMMEDIATE RELEASE – 6/7/16

Mobile TSA Pre✓® application center to open at Austin Straubel International Airport (GRB)

Contact:
Carrie Harmon
720-479-3129

GREEN BAY, WI – The Transportation Security Administration (TSA) announced today that local travelers can enroll in TSA Pre✓® at a mobile application center that will be open at Austin Straubel International Airport (GRB) from July 11-15.

The temporary application center will be located on the 2nd floor of the main passenger terminal, and does not require the applicant to be a ticketed passenger. The center will be open July 11th through July 15th. Hours of operation will be Monday through Wednesday from 10am to 7pm, and Thursday and Friday from 7am to 3pm. **Walks-ins are welcome, but applicants are strongly encouraged to pre-enroll at <https://www.tsa.gov/tsa-precheck/apply>**

TSA Pre✓® is an expedited screening program that allows flyers to leave on their shoes, light outerwear and belt, keep their laptop in its case and keep 3-1-1 compliant liquids/gels in a carry-on bag. ALL airlines that serve GRB—American, Delta and United -- participate in TSA Pre✓®.

Applicants are required to make an in-person visit to an application center to verify citizenship or immigration status, as well as to provide fingerprints. There is a non-refundable application processing fee of \$85, which covers a five-year membership.

Once approved, passengers will receive a Known Traveler Number (KTN), making them eligible to use TSA Pre✓® lanes at security checkpoints at airports nationwide. Individuals enrolled in U.S. Customs and Border Protection's Trusted Traveler programs (including Global Entry, NEXUS or SENTRI) are already eligible for TSA Pre✓®. Travelers should use their PASS ID as their KTN.

Nationwide, 16 airlines participate in TSA Pre✓®, and more than 160 airports around the country, including GRB, have TSA Pre✓® lanes.

To learn more about TSA Pre✓®, visit www.tsa.gov. For more information on the four trusted traveler programs that include TSA Pre✓® eligibility, visit dhs.gov/tt.

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PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee

FROM: Paul Fontecchio, P.E.

DATE: June 27, 2016

RE: Overtime Scenarios

At the request of the PD&T Committee during the May 23, 2016 meeting, I am reporting on the estimated additional costs for overtime for the following three scenarios using 2015 data:

1. Additional cost if vacation, holidays, etc. counted towards the 40 hours of work.
 - This change would result in \$26,934.47 in additional cost (pay & fringe).
 - It would also generate \$28,849.73 in additional revenue:
 - \$9,702.13 would be charged to the State of Wisconsin.
 - \$7,034.37 would be charged to County 240 fund.
 - \$9,645.97 would be charged to capital projects (bond/levy).
 - \$2,467.26 would be charged to other sources (municipal, inter-department, private, etc.)
2. Additional cost for the entire year if hours worked outside of regularly scheduled hours of work were treated as overtime.
 - This change would result in \$43,587.89 in additional cost (pay & fringe).
 - It would also generate \$43,927.23 in additional revenue:
 - \$14,624.62 would be charged to the State of Wisconsin.
 - \$11,066.79 would be charged to County 240 fund.
 - \$14,472.93 would be charged to capital projects (bond/levy).
 - \$3,762.90 would be charged to other sources (municipal, inter-department, private, etc.)
3. Additional cost for winter/plowing months (2nd Monday November to 2nd Monday April) if hours worked outside of regularly scheduled hours of work were treated as overtime.
 - This change would result in \$29,029.19 in additional cost (pay & fringe).
 - It would also generate \$29,364.44 in additional revenue:
 - \$10,323.25 would be charged to the State of Wisconsin.
 - \$7,315.72 would be charged to County 240 fund.
 - \$9,212.02 would be charged to capital projects (bond/levy).
 - \$2,513.44 would be charged to other sources (municipal, inter-department, private, etc.)

July 20, 2016

**ORDINANCE CREATING SECTION 6.14 OF CHAPTER 6
OF THE BROWN COUNTY CODE ENTITLED
“COUNTY TRUNK HIGHWAY MAINTENANCE AND IMPROVEMENTS”**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Section 6.14 of Chapter 6 of the Brown County Code regarding County Trunk Highway Maintenance and Improvements is created as follows:

6.14 County Trunk Highway Maintenance and Improvements. The Public Works Department shall maintain the county trunk highway system in accordance with Section 83.025(2) of the Wisconsin Statutes. The Public Works Department shall improve the applicable portions of the county trunk highway system in accordance with Section 83.05 of the Wisconsin Statutes. Per Section 83.05(3) of the Wisconsin Statutes, the provisions of Section 83.05(1) & (2) shall apply to villages and urban or proposed urban areas of towns in that such villages and towns shall improve streets subject hereto in the manner provided generally for making street improvements unless, as mutually agreed upon by said municipality and the Brown County Highway Commissioner, the Public Works Department agrees to perform the work, either in whole or in part, or to let the contract for construction.

Section 2 - This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Final Draft Approved by Corporation Counsel

Fiscal Impact: This ordinance does not require an appropriation from the General Fund, and will have no fiscal affect in 2016. The ordinance is projected to reduce debt service payments in the future.

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: June 24, 2016
REQUEST TO: Planning, Development & Transportation Committee
MEETING DATE: June 27, 2016
REQUEST FROM: Paul Fontecchio, P.E.
PD&T Committee

REQUEST TYPE: ☐ New resolution ☐ Revision to resolution
☒ New ordinance ☐ Revision to ordinance

TITLE: **6.14 County Trunk Highway Maintenance and Improvements.**

ISSUE/BACKGROUND INFORMATION:

Based on past practice, Brown County has utilized a project based municipal agreement when an "improvement" project is to be performed in cities, villages, and in urban areas of towns. The costs for most items were shared 50/50 between the municipality and the county with the county administering the project from design through construction. To our knowledge this municipal agreement has never been formally adopted by the County Board.

After receiving training from von Briesen in early May 2016, it came to our attention that we are not following Wis. Stat. §83.05, especially with the cities in regards to improvement projects. This section of state law specifically says that cities determine the roadway width, type of improvement, and all other features of construction. It also states that "Unless specifically authorized by the county, the payment by the county shall not exceed the cost of 22 feet of the width of the pavement, as well as a portion of the costs of grading, draining, and appertaining structures." Without county board approval, we cannot cost share 50/50 with a city at this time.

ACTION REQUESTED:

Approval of the proposed ordinance.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? *See Note Below.
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No N/A
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

***Note:** This ordinance does not require an appropriation from the General Fund, and will have no fiscal affect in 2016. The ordinance is projected to reduce debt service payments in the future. For example, current practice is to split the cost of a reconstruction project 50/50 with a municipality. So for a 1.0 mile long road that would cost a total of \$2,000,000 to reconstruct from a rural roadway to an urban roadway the municipality would pay \$1,000,000 and the county would pay \$1,000,000. With the new ordinance the county would pay a set cost per linear foot based on the cost of a county reconditioning project, which for 2016 would be \$68 per linear foot or in this example \$359,040 (\$68x5,280'). The municipality would pay the remainder of the total project cost.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

PUBLIC WORKS DEPARTMENT



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EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee

FROM: Paul Fontecchio, P.E.

DATE: June 27, 2016

RE: Five-Year Facility Maintenance Plan

The purpose of Public Works Facilities is to provide clean, safe, and efficient work environments to facilitate Brown County's services provided to the public. The attached five-year facility maintenance plan is a new planning tool for identifying, scheduling, and budgeting maintenance projects in a proactive manner. The plan shows the anticipated work at various buildings and will help facilitate future decisions for specific structures – continue with basic maintenance, remodel, or new construction. For example, the Highway Department is currently undergoing a study for their buildings at this time so all maintenance has been deferred until 2018 to give the study time to determine the future of those sites. Similarly, there is only \$65,000 worth of maintenance scheduled for 2017 for the Veterans Memorial Complex for critical repairs until a decision is made on the future of the Arena, former Hall of Fame, and Shopko Hall. At the bottom of page 6 of the report are the sub-total estimates for maintenance, not including highway or the Veterans Memorial Complex.

Brown County has a total of over 2.1 million gross square feet; however, Public Works Facilities only has direct responsibility for maintaining 1.4 million gross square feet. This five-year facility maintenance plan is only focused on the 1.4 million square feet the Facilities Division is responsible for. On page 15 we have noted a number of buildings where Public Works Facilities either has limited or no responsibility to maintain.

The importance of this plan is in the concept of proactive maintenance of Brown County facilities versus reactive maintenance. By identifying repairs/maintenance ahead of time Brown County can hopefully avoid a significant portion of the additional costs associated with performing emergency repairs at the time of failure. In addition, the maintenance work will be scheduled (not done on an emergency basis), ensuring continued service to Brown County's citizens and employees.



Five-Year Facility Maintenance Plan 2017 through 2021

June 27, 2016



Public Works - Facility Management

Five-Year Facility Maintenance Plan Table of Contents

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Five-Year Summary	2
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Five-Year Facility Maintenance Plan:

Brown County taxpayers support the maintenance of just over 2.1 million gross square feet (GSF) of buildings owned and operated by Brown County. Of this total, Brown County Public Works Facilities Management maintains approximately 1.4 million GSF of county buildings and their respective grounds. The services provided by Facilities Management are directed towards achieving sustainability in the maintenance and operation of county facilities.

This five-year facility maintenance plan includes only buildings that Brown County Public Works Facility Management has direct responsibility for maintaining. This includes the Brown County owned buildings listed in the Appendix "B" starting on page 17 of this report. Buildings not maintained by Brown County Public Works Facility Management include the Brown County Airport facilities, Golf Course Club facilities, Libraries, Parks and Zoo facilities, Port & Resource Recovery facilities and Syble Hopp School.

Facilities Management provides both contractual oversight and in-house assistance with all Capital Improvement Projects. In addition, Facilities Management provides: building security, fire safety, Housekeeping services, and maintenance and repair activities including structural repairs, painting, air conditioning, heating, plumbing, electrical, and mechanical work. It is critical to proactively schedule and budget the maintenance activities for these facilities to function in a clean, safe, and cost effective manner.

The purpose of the Five-Year Facility Maintenance Plan is to identify, schedule, and budget maintenance projects in a proactive manner. The plan shows anticipated work at various buildings and will help facilitate key long-term planning decisions regarding older buildings – continue with basic maintenance, remodeling efforts, or new construction. Lastly, this document will help other departments see when improvements/renovations are scheduled to be completed at their location so they can plan accordingly.

Public Works Facilities Mission:

The purpose of Public Works Facilities is to provide clean, safe, and efficient work environments to facilitate Brown County's services provided to the public.

Public Works Facilities Goals:

- Ensure Brown County's facilities are well kept – clean and safe for the public's use and employee's wellbeing.
- Manage Brown County's facilities in a cost effective manner in terms of maintenance and cleaning.
- Proactively plan the maintenance of Brown County's facilities utilizing a 5-year facility maintenance plan for repairs, remodels, and construction.
- Ensure compliance with environmental, safety, and health requirements. Identify and schedule to correct non-compliance issues including ADA concerns.
- Minimize energy use through energy efficiencies, replacement of inefficient components, and education strategies for Brown County employees.

Five-Year Summary:

Over the next five years Facility Management is recommending an investment of just over \$6.3 million to maintain the County's existing buildings. This does not include the Public Works Department Highway facilities or the Brown County Veterans Memorial Complex (Arena, former Hall of Fame, Resch Center, and Shopko Hall). The Public Works Department is currently conducting a facility condition report which will lead to a facility alternative analysis for all Highway buildings and site yards. Once these reports are finalized, a direction for the future of these facilities and sites will be known. Thus, for 2017 there are no proposed maintenance improvements scheduled. Similarly, only \$15,000 worth of maintenance is scheduled for 2017 for the Veterans Memorial Complex until a decision can be made on the future of the Arena, former Hall of Fame and Shopko Hall.

Note: The Veterans Memorial Complex Committee (VMCC) was created to approve and oversee maintenance and capital improvement projects for the Veterans Memorial Complex. This committee currently receives \$325,000 per year from lease revenue and \$100,000 (from naming rights) per year from the Greater Green Bay Community Foundation.

Including the Highway Department facilities and Veterans Memorial Complex facilities the five year investment is \$17.9 million. The 2017-2021 five-year maintenance plan includes the following building groups and costs:

Building Group	2017	2018	2019	2020	2021	Five-Year Totals
Courthouse Square Campus	\$1,886,805	\$890,000	\$610,000	\$400,000	\$372,000	\$4,158,805
Southeast	\$0	\$295,000	\$130,000	\$115,000	\$100,000	\$640,000
Bayview Campus	\$20,000	\$255,000	\$200,000	\$225,000	\$340,000	\$1,040,000
General Maint. Needs	\$94,000	\$81,000	\$101,000	\$85,000	\$107,000	\$468,000
Veterans Memorial Complex	\$15,000	\$1,473,500	\$1,434,000	\$1,400,000	\$3,183,000	\$7,555,500
Highway Facilities/Yards	\$0	\$1,110,200	\$1,114,500	\$990,900	\$860,300	\$4,075,900
Annual Totals	\$2,015,805	\$4,104,700	\$3,589,500	\$3,215,900	\$4,962,300	\$17,938,205 <i>grand total</i>

Maintenance vs. Program Driven Needs

Facility maintenance can be divided into two general categories:

1. Maintenance-driven facility needs
2. Program-driven facility needs

Brown County Facility Management is responsible for addressing annual *maintenance-driven* needs (for the buildings listed in Appendix B) through its annual operating budget, while individual Brown County departments are responsible for addressing their ongoing *program-driven* facility needs through their annual budget planning progress.

Brown County Facility Management can assist other departments with the necessary planning, cost estimation, project development, bidding and install of program-driven needs.

An example of a *maintenance-driven* need would be a pump replacement, due to age and/or condition. Such a replacement would be planned, budgeted and installed by Facility Management. Whereas, a *program-driven* need might be the replacement of an obsolete 110v departmental refrigeration unit with a new unit requiring a 240v outlet and water supply.

This type of *program-driven* project would be planned and budgeted for by the requesting department. The cost of this equipment upgrade would include the installation of the new 240v electrical and water outlets and refrigeration unit. (Assistance with project planning, cost estimating and implementation can be provided from BC Facility Management as needed). Once the new unit is installed Facility Management will then be responsible for the ongoing maintenance of the electrical outlet, water supply and refrigeration unit.

An example of a large *program-driven* facility project would be the Sheriff's Department vehicle storage building addition completed in 2015. This project was managed by Brown County Facility Management, who provided the necessary needs assessment, cost estimation, budget planning, design and engineering services, bidding, construction administration, owner representation and project management for the Sheriff's Department throughout this project.

Conclusion

In carrying out the Brown County Facility Management mission and goals, County-owned facilities and grounds should support the mission, people, programs and services, processes and quality of life in Brown County; promote positive citizen-focused interaction; and enhance daily work, living, and recreation experiences.

Appendix A

Facility Projects by Building

Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	Comments

COURTHOUSE SQUARE CAMPUS

Aging and Disability Resource Center - Main building at 300 S. Adams St.

Rooftop AC Units Replacement	\$83,305					+\$76,695 in carryover
Boiler replacements				\$150,000		

Aging and Disability Resource Center 1 - Annex building at 331 S. Adams St.

Bayview Manor/Our Place Group Home

Sidewalk replacements	\$3,500					
Kitchen cabinets replacements	\$10,000					
Yard fence replacement			\$10,000			
Boiler replacement		\$30,000				
Roof replacement			\$25,000			
Condenser replacement				\$15,000		
New ADA entrance ramp					\$12,000	

Brown County Courthouse

Dome replacement & construction administration	\$1,790,000					
Concrete driveway ramp replacement			\$50,000			
Plaza deck tile paver replacement		\$20,000				+\$10,000 in carryover
Carpet replacement		\$25,000	\$20,000			
Annex exterior cleaning			\$25,000			
Chiller replacement		\$300,000				
Retaining wall at lower level entrance					\$50,000	

Fox River Professional Building

*leased facility
for Health Dept.*

Law Enforcement Center (LEC)

Clean and seal stone parapet wall and shelf				\$20,000		
Replace (six) air handling units					\$250,000	
Replace carpeting					\$50,000	

Neville Public Museum

Steam boiler replacement			\$60,000			
Emergency generator replacement		\$50,000				
Carpet replacement			\$20,000			
Ceiling tile replacement		\$15,000				

Northern Building

Floor tile replacement - first floor		\$15,000				
Ceiling tile replacement		\$20,000				
Exterior window replacements			\$400,000			

Sophie Beaumont

Lower roof replacement		\$60,000				
Window seals replacement		\$10,000				
Restroom countertops replacement (x10)		\$25,000				
Boiler replacements				\$70,000		
Carpet replacements				\$145,000		

Work Release Center (WRC)

Air handling units equipment replacement		\$250,000				
Exterior paint & EFIS repair		\$70,000				
Sidewalk & handrail repairs/replacement					\$10,000	

Sub-total	\$1,886,805	\$890,000	\$610,000	\$400,000	\$372,000	
Dollar amounts in RED indicate anticipated bond funded projects.	\$1,790,000	\$550,000	\$400,000		\$250,000	

Facility Projects by Building	2017 Estimated Cost	2018 Estimated Cost	2019 Estimated Cost	2020 Estimated Cost	2021 Estimated Cost	Comments
<i>last revised May 12, 2016</i>						
SOUTHEAST FACILITIES						
Sheriff's Office						
Exterior paint renewal		\$35,000				
Parking lot maintenance		\$40,000	\$40,000			
Carpet replacement				\$20,000		
HVAC Equipment replacement					\$100,000	
UW-Extension						
Parking lot replacement		\$160,000				
Upper roof replacement		\$30,000				
Concrete sidewalk repair & replacement		\$30,000				
Security camera installation			\$15,000			
Air handling unit #2 condenser replacement			\$25,000			
Carpet replacement			\$20,000			
Ceiling tile replacement			\$15,000			
Convert pneumatic to DDC controls			\$15,000			
Toilet room upgrades				\$95,000		
Sub-total	\$0	\$295,000	\$130,000	\$115,000	\$100,000	
BAYVIEW CAMPUS						
Brown County Jail/911 Comm Center						
Roof replacement		\$60,000			\$150,000	
Carpet & flooring replacements		\$25,000		\$20,000		
Ceiling tile replacement		\$20,000		\$25,000		
Cooling tower replacement				\$60,000		
Chiller replacement					\$160,000	
Kitchen & laundry equipment replacements			\$200,000			from Jail budget
Steam boilers replacement		\$120,000				
Community Treatment Center (CTC)						
Exterior siding repair & replacement	\$20,000					
Parking lot repairs				\$50,000		
Carpet & flooring replacements				\$30,000	\$30,000	
Boiler replacement				\$40,000		
Shelter Care						
Boiler replacement		\$30,000				
Sub-total	\$20,000	\$255,000	\$200,000	\$225,000	\$340,000	
GENERAL MAINTENANCE NEEDS						
Carpet & flooring replacements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	various locations
Ceiling tile replacements	\$9,000	\$10,000	\$11,000	\$12,000	\$13,000	various locations
Interior paint renewals	\$20,000	\$21,000	\$22,000	\$23,000	\$24,000	various locations
Sidewalk repair & replacements	\$15,000		\$18,000		\$20,000	various locations
Sub-total	\$94,000	\$81,000	\$101,000	\$85,000	\$107,000	
ESTIMATED SUB-TOTAL FAC. MGT. FACILITIES	\$2,000,805	\$1,521,000	\$1,041,000	\$825,000	\$919,000	
	\$210,805					
<i>Dollar amounts in RED indicate anticipated bond funded projects.</i>	\$1,790,000	\$550,000	\$400,000		\$250,000	

Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	Comments
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	

VETERANS MEMORIAL COMPLEX

Arena

Misc. plumbing repairs		\$6,500				
Correct sanitary/drainage issues		\$75,000				
Correct site drainage issues		\$155,000				
Lift station upgrade		\$35,000				
HVAC repairs & upgrades		\$80,000				
Misc. electrical repairs		\$50,000				
Life safety system upgrades		\$175,000				
Emergency generator replacement		\$60,000				
ADA upgrades		\$20,000	\$20,000			\$20,000
Renew Interior finishes		\$15,000	\$15,000	\$15,000		\$15,000
Replace domestic water main shut-off valves		\$25,000				
Tel/Data/PA system upgrades				\$50,000		
Insulation repairs			\$12,000			
Piping & duct insulation repairs			\$40,000			
Refrigerant exhaust system replacement			\$65,000			
Fresh air to air handling units			\$40,000			
Misc. HVAC system repairs			\$32,000			
Replace exhaust systems			\$125,000			
Replace HVAC controls			\$165,000			
Boilers replacement			\$150,000			
Partial door & frames replacements				\$185,000		
Chiller replacement				\$250,000		
Electrical service upgrade						\$215,000
Power distribution reconfiguration						\$125,000
Electrical control panel upgrades						\$15,000
Lighting upgrades						\$150,000
Replace ice making equipment						\$325,000
Sub-total	\$0	\$696,500	\$664,000	\$500,000		\$865,000

Hall of Fame (former)

Partial roof replacement		\$55,000				
Life safety system upgrades			\$50,000			
ADA upgrades		\$2,500				\$5,000
Renew Interior finishes		\$15,000	\$15,000			\$15,000
Partial roof replacement		\$35,000				
Tel/Data/PA system upgrades		\$6,500				
Partial roof replacement			\$75,000			
Electrical switchgear replacement				\$315,000		
Lighting upgrades						\$190,000
Power system repairs						\$20,000
Sub-total	\$0	\$114,000	\$140,000	\$315,000		\$230,000

Facility Projects by Building	2017 Estimated Cost	2018 Estimated Cost	2019 Estimated Cost	2020 Estimated Cost	2021 Estimated Cost	Comments
<i>last revised May 12, 2016</i>						
Resch Center						
Power wash exterior		\$30,000			\$35,000	
Replace sound baffles				\$25,000		
Replace rigging nets	\$15,000	\$16,000	\$17,000	\$18,000	\$19,000	
Roof replacement					\$1,307,000	
Sub-total	\$15,000	\$46,000	\$17,000	\$43,000	\$1,361,000	
Shopko Hall (expo)						
ADA upgrades			\$20,000		\$20,000	
Renew Interior finishes		\$15,000	\$15,000	\$15,000	\$15,000	
Ext'r stucco panel replacement (remaining 25%)			\$12,000			
Electrical system repairs		\$50,000				
Sound system upgrades		\$25,000				
Correct drainage issues			\$75,000			
Roof replacement		\$500,000				
Tel/Data/PA system upgrades					\$155,000	
Replace exterior doors & frames			\$100,000			
Boilers replacement			\$150,000			
Replace power dist. equip't & system upgrades			\$210,000			
Emergency generator replacement				\$40,000		
Upgrade show lighting				\$120,000		
HVAC equipment replacement					\$500,000	
Air handling units & exhaust system replacements				\$250,000		
Replace HVAC controls				\$65,000		
Replace interior lobby floor				\$18,000		
Sub-total	\$0	\$590,000	\$582,000	\$508,000	\$690,000	
Site Work						
Annual parking lot maintenance		\$9,000	\$10,000	\$11,000	\$12,000	
Annual sidewalk replacements/repairs		\$11,000	\$13,000	\$14,000	\$15,000	
Site lighting LED upgrades		\$7,000	\$8,000	\$9,000	\$10,000	
Sub-total	\$0	\$27,000	\$31,000	\$34,000	\$37,000	
ESTIMATED SUB-TOTAL VET. MEM. COMPLEX	\$15,000	\$1,473,500	\$1,434,000	\$1,400,000	\$3,183,000	

Dollar amounts in **RED** indicate
anticipated bond funded projects.

\$500,000

\$815,000

\$2,132,000

includes \$1.3m for Resch Center
roof replacement

Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	Comments

PUBLIC WORKS FACILITIES

Duck Creek - Office Building

Enclose men's locker room (relocate time clock)		\$19,700				
Install new doors to men's locker room		\$4,600				
Provide additional women's toilet rooms and new showers			\$50,000			
Provide ADA compliant men's water closets				\$8,000		
Verify existing drinking fountains are ADA compliant				\$5,000		
Upgrade existing freight elev. to ADA compliant passenger elevator for 2nd floor access				\$101,300		
Replace conc. awnings at front & rear entries and replace or repair support columns		\$24,200				
Replace conc. stoop at rear entrance		\$10,800				
Expand stockroom for increased storage				\$118,000		
Replace windows in boiler room w/ Kalwall insulated system				\$35,000		
Office building boiler/HVAC replacements		\$180,000				
Install infrared heat in Storage Bldg 'E'		\$36,000				
Shop & heated vehicle storage ventilation upgrades		\$200,000				
Replace existing branch circuit panels			\$39,400			
Replace existing interior lights with LED fixtures			\$71,100			
Add complex-wide security system w/ cameras					\$23,200	
Replace existing exit lights with LED lights			\$14,500			
Install automatic sprinkler system					\$98,600	
Provide ADA compliant ramp and parking at main entrance				\$14,500		
Replace threshold into shop foreman's office				\$500		
Install ADA compliant signage at all doors				\$5,000		
Upgrade all door hardware to lever-style door handles				\$14,000		
Verify existence of asbestos and abate all hazardous materials					\$10,400	
Repave access drive to boiler room entrance and used oil storage		\$10,200	\$10,200			
Replace existing exterior light fixtures with energy efficient LED fixtures			\$5,100			
Fuel Island Spill Containment			\$30,000			
Sub-total	\$0	\$485,500	\$220,300	\$301,300	\$132,200	

Duck Creek - Repair Garage

Replace floor drains and patch conc. floor as required			\$44,000			
Provide new conc. floor w/ spill containment curbs for bulk-fluid storage			\$24,000			
Replace existing single-pane windows w/ Kalwall insulated system			\$90,500			
Apply 3" thick insulated metal panels to exterior walls				\$53,600		
Install R-38 fiberglass insulation at roof			\$30,000			
Provide ADA compliant access to the (2) interior offices in light vehicle repair shop				\$14,000		
Provide ADA compliant access ramps to each level of repair garage				\$14,000		
Provide ADA compliant toilets, sinks & showers				\$10,000		
Verify existing drinking fountains are ADA compliant				\$5,000		
Provide new toilet partitions at ADA compliant toilets				\$4,600		
Upgrade all door hardware to lever-style door handles				\$3,400		
Provide new Make-Up Air units and ventilation in shop and paint bay		\$123,300				
Replace existing branch circuit panels			\$16,100			
Replace existing lights with LED fixtures					\$3,900	
Add complex-wide security system w/ cameras					\$19,800	
Install automatic sprinkler system					\$33,800	
Verify existence of asbestos and abate all hazardous materials					\$6,000	

Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	Comments
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	
Verify fire-ratings on all interior doors and windows from repair garage to adjacent occupancies		\$22,000				
Add sliding doors at paint bay to control fumes		\$5,000				
Clean CMUs and repaint				\$36,500		
Clean ceiling and roof structure, and dry-fall paint				\$15,800		
Replace existing exterior light fixtures with energy efficient LED fixtures					\$6,500	
Sub-total	\$0	\$150,300	\$204,600	\$156,900	\$70,000	
Duck Creek - Parking Garage						
Provide separate, contained area for battery storage		\$10,200				
Replace floor drains and patch conc. floor as required			\$25,000			
Install R-38 fiberglass insulation at roof				\$30,100		
Upgrade ventilation system including new Make-Up Air unit and automatic activation to control toxic fumes		\$60,000				
Provide new, larger destratification fans in parking garage to improve airflow		\$16,000				
Replace existing trench drains			\$22,500			
Add complex-wide security system w/ cameras					\$12,000	
Replace existing interior light fixtures with energy efficient LED fixtures					\$24,000	
Install automatic sprinkler system					\$15,000	
Verify existence of asbestos and abate all hazardous materials					\$6,000	
Replace existing exit lights with LED lights					\$3,000	
Provide ADA compliant access ramp from repair garage to parking garage				\$6,500		
Clean CMUs and repaint				\$14,000		
Clean ceiling and dry-fall paint ceiling and structure				\$20,000		
Reseal existing concrete floor			\$26,000			
Replace existing exterior light fixtures with energy efficient LED fixtures					\$2,000	
Sub-total	\$0	\$86,200	\$73,500	\$70,600	\$62,000	
Duck Creek - Fabrication Shop						
Provide new overhead doors with operational seals at side of doors to prevent air leakage			\$21,700			
Re-commission HVAC system and equipment		\$22,200				
Upgrade existing exhaust fans with air-to-air heat exchangers to temper incoming fresh air during exhaust fan operation				\$26,500		
Add complex-wide security system w/ cameras					\$10,200	
Replace existing interior light fixtures with energy efficient LED fixtures					\$15,000	
Replace existing exit lights with LED lights					\$1,300	
Install automatic sprinkler system					\$14,900	
Provide new fire rated doors and windows into break room		\$1,300			\$1,300	
Verify fire-ratings on entrance door to repair garage			\$2,000			
Replace existing exterior light fixtures with energy efficient LED fixtures					\$3,000	
Sub-total	\$0	\$23,500	\$23,700	\$26,500	\$45,700	

Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	Comments
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	
Duck Creek - Lubrication Shop						
Provide new conc. floor w/ spill containment curbs for bulk-fluid storage			\$3,800			
Provide new Make-Up Air units for compliant air changes per hour		\$19,500				
Provide new bulk fluid racking distribution system			\$3,100			
Replace existing interior light fixtures with energy efficient LED fixtures					\$6,300	
Add complex-wide security system w/ cameras					\$3,200	
Install automatic sprinkler system					\$3,700	
Replace existing exit lights with LED lights					\$700	
Verify fire-ratings on all interior doors and windows from lube shop to repair garage			\$10,300			
Upgrade all door hardware to lever-style door handles				\$500		
Replace existing exterior light fixtures with energy efficient LED fixtures					\$1,200	
Sub-total	\$0	\$19,500	\$17,200	\$500	\$15,100	
Duck Creek - Cold Storage Building 'D'						
Install new insulated overhead doors and service door		\$26,200				
Apply 3" thick insulated metal panels to exterior walls		\$33,500				
Verify condition of roof sheathing and replace if necessary				\$47,300		
Install R-38 fiberglass insulation at roof		\$23,600				
Replace existing windows with new energy efficient window units					\$30,000	
Replace existing interior light fixtures with energy efficient LED fixtures					\$16,400	
Add complex-wide security system w/ cameras					\$7,300	
Install new HVAC system to provide tempered heat for new sprinkler system			\$32,700			
Install automatic sprinkler system			\$43,600			
Replace existing exterior light fixtures with energy efficient LED fixtures					\$3,300	
Sub-total	\$0	\$83,300	\$76,300	\$47,300	\$57,000	
Duck Creek - Building 'E'						
Repair cracks in exterior parapet walls		\$21,500				
Replace floor drains and patch conc. floor as required		\$22,400				
Provide new, separated area for paint storage					\$8,200	
Existing floor is unevenly sloped thru-out. Verify all floors slopes conform to ADA standards.					\$22,400	
Reseal concrete floors		\$22,000				
Provide insulated overhead garage doors			\$33,000			
Replace existing windows with new energy efficient window units					\$42,000	
Install R-38 fiberglass insulation at roof				\$34,000		
Apply 3" thick insulated metal panels to exterior walls					\$51,500	
Replace existing floor drains with trench drains			\$18,200			
Replace existing interior light fixtures with energy efficient LED fixtures				\$25,200		
Verify existing drinking fountains are ADA compliant				\$5,000		
Provide new destratification fans in parking area			\$15,000			
Upgrade ventilation system including new Make-Up Air unit and automatic activation to control toxic fumes		\$45,000				

Facility Projects by Building	2017 Estimated Cost	2018 Estimated Cost	2019 Estimated Cost	2020 Estimated Cost	2021 Estimated Cost	Comments
<i>last revised May 12, 2016</i>						
Add complex-wide security system w/ cameras					\$13,200	
Provide new ADA compliant toilets and sinks					\$3,800	
Provide new women's toilet room				\$38,000		
Install automatic sprinkler system					\$37,400	
Replace existing exit lights with LED lights				\$2,800		
Verify existence of asbestos and abate all hazardous materials					\$9,500	
Verify fire-ratings on all interior doors and windows from parking garage to adjacent occupancies, including restrooms and break area.			\$4,700			
Provide new wall and floor finishes in break room and toilet room			\$20,000			
Clean CMUs and repaint			\$17,000			
Clean ceiling and dry-fall paint ceiling and structure			\$22,000			
Replace existing exterior light fixtures with energy efficient LED fixtures				\$7,500		
Sub-total	\$0	\$110,900	\$129,900	\$112,500	\$188,000	
Duck Creek - Cold Storage Building 'F'						
Repair spalling concrete on existing conc. columns		\$12,000				
Provide new entrance doors			\$9,000			
Install vapor barrier and new concrete floor at abandoned basement				\$32,000		
Install conc. Block infill at existing opening into abandoned basement at time of pouring new floor				\$10,000		
Provide new concrete at existing loading dock floor				\$12,000		
Add complex-wide security system w/ cameras					\$7,500	
Replace existing interior light fixtures with energy efficient LED fixtures					\$9,000	
Provide access entrance					\$4,600	
Replace existing exterior light fixtures with energy efficient LED fixtures					\$1,500	
Sub-total	\$0	\$12,000	\$9,000	\$54,000	\$22,600	
Duck Creek - County Salt Shed - Bldg 'K'						
Replace overhead door tracks that have rusted			\$2,000			
Replace asphalt shingle roof					\$37,000	
Sub-total	\$0	\$0	\$2,000	\$0	\$37,000	
Duck Creek - Cold Storage Building 'L'						
Replace existing interior light fixtures with energy efficient LED fixtures				\$25,500		
Add complex-wide security system w/ cameras					\$11,800	
Replace existing exit lights with LED lights					\$1,600	
Replace existing exterior light fixtures with energy efficient LED fixtures					\$11,800	
Sub-total	\$0	\$0	\$0	\$25,500	\$25,200	
Duck Creek - Cold Storage Building 'M'						
Replace existing interior light fixtures with energy efficient LED fixtures				\$20,900		
Add complex-wide security system w/ cameras					\$9,600	
Replace existing exit lights with LED lights					\$1,300	
Replace existing exterior light fixtures with energy efficient LED fixtures					\$9,600	
Sub-total	\$0	\$0	\$0	\$20,900	\$20,500	
Duck Creek - County Salt Shed - Bldg 'N'						
Replace overhead door tracks that have rusted			\$2,100			
Sub-total	\$0	\$0	\$2,100	\$0	\$0	

Facility Projects by Building	2017 Estimated Cost	2018 Estimated Cost	2019 Estimated Cost	2020 Estimated Cost	2021 Estimated Cost	Comments
<i>last revised May 12, 2016</i>						
Greenleaf - Satellite Shop						
Verify condition of flashing at conc. base walls. Seal conc. wall to prevent water infiltration.		\$20,500				
Provide "Simple Saver" fiberglass batt insulation at metal building wall			\$41,000			
Replace existing interior light fixtures with energy efficient LED fixtures					\$18,800	
Add complex-wide security system w/ cameras					\$29,900	
Replace existing exit lights with LED lights					\$1,500	
Verify seals on all interior doors from the parking garage to other areas of the building		\$7,500				
Provide new asphalt paving at parking lot and yard area			\$48,000			
Replace existing exterior light fixtures with energy efficient LED fixtures					\$5,200	
Fuel Island Spill Containment			\$20,000			
Sub-total	\$0	\$28,000	\$109,000	\$0	\$55,400	
Greenleaf - County Salt Shed						
Provide new exterior wall supports, foundations and wall sheathing where supports and existing wall boards are beginning to rot			\$33,800			
Replace asphalt shingle roof			\$21,600			
Verify entry door functions smoothly. Replace ferrous parts as needed				\$2,900		
Sub-total	\$0	\$0	\$55,400	\$2,900	\$0	
Langes Corners - Satellite Shop						
Located and repair roof leak(s) at transition area of additions. Clean or replace existing roof gutters		\$35,300				
Provide new insulated, overhead doors		\$16,500				
Replace metal wall panels where rusted through		\$30,800				
Replace existing windows with new energy efficient window units					\$33,100	
Provide new Make-Up Air units for compliant air changes per hour			\$44,100			
Replace existing branch circuit panels				\$10,100		
Provide new destratification fans in parking garage for improved airflow			\$14,700			
Replace existing interior light fixtures with energy efficient LED fixtures					\$17,600	
Add complex-wide security system w/ cameras				\$15,000		
Verify existing toilet room is ADA compliant				\$2,900		
Provide separate single-user ADA compliant shower and shower room				\$6,000		
Provide ADA compliant women's toilet room				\$20,200		
Replace existing exit lights with LED lights					\$1,500	
Provide new wall and floor finishes in men's toilet room					\$9,300	
Provide new asphalt paving at parking lot and yard area				\$42,200		
Replace existing exterior light fixtures with energy efficient LED fixtures					\$8,300	
Fuel Island Spill Containment			\$20,000			
Sub-total	\$0	\$82,600	\$78,800	\$96,400	\$69,800	

Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	Comments
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	

Langes Corners - County Salt Shed

Provide new exterior wall supports, foundations and wall sheathing where supports and existing wall boards are beginning to rot			\$75,600			
Replace asphalt shingle roof				\$34,400		
Verify entry door functions smoothly. Replace ferrous parts as needed				\$2,300		
Sub-total	\$0	\$0	\$75,600	\$36,700	\$0	

New Franken - Satellite Shop

Remove step at rear entrance to be ADA Compliant		\$6,400				
Install R-38 fiberglass insulation at roof			\$11,000			
Provide ADA compliant single-user shower to existing locker area				\$10,000		
Provide ADA compliant new women's toilet room				\$17,200		
Update existing men's toilet room to be ADA compliant				\$6,400		
Replace existing branch circuit panels		\$5,200				
Provide destratification fans in parking garage					\$13,000	
Provide radiant infrared heat at other side of parking garage					\$11,000	
Replace existing interior light fixtures with energy efficient LED fixtures					\$15,000	
Replace existing exit lights with LED lights				\$2,200		
Verify seals on all interior doors from the parking garage to other areas of the building		\$2,400				
Provide new wall and floor finishes in existing locker room and restroom			\$6,100			
Provide new asphalt paving at parking lot and yard area		\$14,400				
Replace existing exterior light fixtures with energy efficient LED fixtures				\$3,100		
Fuel Island Spill Containment			\$20,000			
Sub-total	\$0	\$28,400	\$37,100	\$38,900	\$39,000	

New Franken - Cold Storage Building

Replace existing interior light fixtures with energy efficient LED fixtures					\$2,400	
Add complex-wide security system w/ cameras					\$1,500	
Replace existing exit lights with LED lights					\$500	
Replace existing exterior light fixtures with energy efficient LED fixtures					\$1,100	
Sub-total	\$0	\$0	\$0	\$0	\$5,500	

New Franken - County Salt Shed

Replace asphalt shingle roof					\$15,300	
Sub-total	\$0	\$0	\$0	\$0	\$15,300	

ESTIMATED SUB-TOTAL HWY FACILITIES	\$0	\$1,110,200	\$1,114,500	\$990,900	\$860,300	
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Dollar amounts in **RED** indicate anticipated bond funded projects.

GRAND TOTAL for ALL FACILITIES	\$2,015,805	\$4,104,700	\$3,589,500	\$3,215,900	\$4,962,300	
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Facility Projects by Building	2017	2018	2019	2020	2021	
	Estimated	Estimated	Estimated	Estimated	Estimated	
<i>last revised May 12, 2016</i>	Cost	Cost	Cost	Cost	Cost	<i>Comments</i>

FACILITY NOTES:

Aging and Disability Resource Center (ADRC)

- 1) The ADRC main building is owned by Brown County, while the ADRC annex building is owned by the ADRC.
- 2) Day-to-day routine maintenance, housekeeping and interior remodeling is funded by, and carried out by, the ADRC.
- 3) Capital facility projects (such as roof, mechanical equipment replacements) are the responsibility of Brown County Facility Management and funded from the FM budget.

Brown County Veterans Memorial Complex

- 1) The Veterans Memorial Complex consists of the Brown County Arena, Shopko Hall, former Hall of Fame and the Resch Center, the "Blue" parking lot and all adjacent parking and vacant land located at 1901 South Oneida Street in the Village of Ashwaubenon.
- 2) PMI (sub-tenant) operates the day-to-day facility operations of the Veterans Memorial Complex and is responsible for maintenance services associated with housekeeping, preventive maintenance, customary repairs, pest control, and snow and trash removal.
- 3) Brown County (tenant) is responsible for [facility] capital improvements over \$15,000 related to the maintenance, upkeep, replacement, restoration, or improvement of any of the structures in the Veterans Memorial Complex.
- 4) Brown County agrees to maintain the Veterans Memorial Complex structures in good condition, including primary structure and enclosure systems; mechanical, electrical and plumbing systems; conveying systems; life-safety systems; ice making systems; parking lots; and other site improvements.

Brown County Highway Facilities

- 1) All Brown County Highway facilities and sites are owned by Brown County.
- 2) All Brown County Highway facilities and sites are managed and maintained by Highway facilities staff as directed by the Director of Public Works and funded from the Highway budget.

Brown County Jail - Laundry/Kitchen

- 1) The Brown County Jail facility is maintained by Brown County Facility Management, however, the kitchen and laundry program-driven areas are under Sheriff's Department contract with Aramark.
- 2) The Sheriff's Department budget funds parts and materials, while Brown County Facility Management provides the labor for any necessary laundry or kitchen equipment repairs or replacement.

Brown County Golf Course, Parks and NEW Zoo

- 1) Brown County golf course, parks and zoo facilities are owned by Brown County.
- 2) All golf course, parks and zoo facilities are managed and maintained from their respective budgets and by their facilities staff as directed by their respective department heads and governing boards.

Brown County Library System

- 1) All Brown County Library facilities are owned by Brown County.
- 2) All library facilities are managed and maintained from the Library budget and by Library facilities staff as directed by the Library Director and governing Library board.

Bayview Manor/Our Place Group Home

- 1) Bayview Manor is owned by the Brown County Human Services Department and day-to-day operations are managed under contract by Family Services, Inc.
- 2) Brown County Human Services Department funds all services provided by Family Services, Inc.
- 3) Family Services, Inc. provides minor routine and preventive maintenance and housekeeping services.
- 3) Brown County Facility Management provides other maintenance support as necessary.

Green Bay Austin Straubel International Airport

- 1) The Brown County airport facilities are managed and maintained by the airport facilities work group, as directed by the Airport Director.

Neville Public Museum

- 1) The Neville Museum is a Brown County owned facility and maintained by Brown County Facility Management. Any program-driven or exhibit-driven needs are budgeted, planned and implemented as directed by the Museum director and governing boards.

Shelter Care

- 1) Shelter Care is a Brown County owned facility and managed by Brown County Human Services.
- 2) All maintenance is funded by Brown County Human Services.
- 3) All maintenance and housekeeping services are provided by Brown County Facility Management.

Appendix 'B'

List of Buildings

Brown County Facility Management Maintained Buildings

last revised March 11, 2016

Building Name	Description	Built	Gross Square Footage (GSF)
COURTHOUSE SQUARE CAMPUS			
Aging and Disability Resource Center (main) 300 S. Adams Street Green Bay, WI 54301	One-story County Senior Center	1993	16,100
Aging and Disability Resource Center (annex) 331 S. Adams Street Green Bay, WI 54301	One-story County Senior Center	1965 <i>with small 1968 addition</i>	2,800
Bayview Manor/Our Place (CBRF) 1501 N Irwin Ave Green Bay, WI 54302	One-story with basement Group home	1981	7,100
Brown County Courthouse 100 South Jefferson St Green Bay, WI 54301	Three-story with lower level County Courthouse Renovated in 1990	1908	95,000
Fox River Professional Building 610 S. Broadway Street Green Bay, WI 54303	Two-story Office building leased space for BC Health Dept.	1937 <i>with 1960s and 1993 additions</i>	12,100
Law Enforcement Center 300 East Walnut St Green Bay, WI 54301	Three-story with lower level District attorneys offices, medical examiner office and Sheriff Dept. indoor gun range	1926	29,760
Neville Public Museum 210 Museum Place Green Bay, WI 54303	Three-story County cultural museum	1982	63,300
Northern Building 305 East Walnut St Green Bay, WI 54301	Six-story with basement Office building for various County departments Renovated in 1991	1929	74,000
Sheriff's Office 2684 Development Drive Green Bay, WI 54311	Two-story County Sheriff's Office	2011	65,011
Sophie Beaumont Building 111 North Jefferson St Green Bay, WI 54301	Two-story with mezzanine and basement levels Office building for various County departments	1959	89,225
UW-Extension 1150 Bellevue Street Green Bay, WI 54302	One-story Office building	1961	18,150
Work Release Center 125 S. Adams Street Green Bay, WI 54301	Four-story with basement County Huber Law detention and Drug Task Force offices	1963	69,000
Courthouse Square Campus gross square footage			541,546

Brown County Facility Management Maintained Buildings

last revised March 11, 2016

Building Name	Description	Built	Gross Square Footage (GSF)
BAYVIEW CAMPUS			
911 Communication Center 3028 Curry Lane Green Bay, WI 54311	Second floor County emergency dispatch center	2009	11,250
Brown County Jail 3030 Curry Lane Green Bay, WI 54311	Two-story County jail	2001	268,460
Community Treatment Center 3150 Gershwin Drive Green Bay, WI 54311	One-story County psych hospital, day clinic and nursing home	2009	102,400
Shelter Care 2890 St. Anthony Drive Green Bay, WI 54311	One-story County juvenile detention group home	1991	6,275
Bayview Campus gross square footage			388,385
BROWN COUNTY VETERANS MEMORIAL COMPLEX			
Arena 1901 S. Oneida Street Green Bay, WI 54304	Two story with basement Exhibition, sports and entertainment venue	1958	60,000
Hall of Fame (former) 855 Lombardi Ave. Green Bay, WI 54304	Two story with basement Office building - partially occupied BC records storage, tenant space	1978	48,400
Resch Center 1901 S. Oneida Street Green Bay, WI 54304	Two story Exhibition, sports and entertainment venue	2002	140,000
Shopko Hall (expo) 1901 S. Oneida Street Green Bay, WI 54304	One story Exhibition Hall	1986	44,000
Veterans Memorial Complex gross square footage			292,400

Brown County Facility Management Maintained Buildings

last revised March 11, 2016

Building Name	Description	Built	Gross Square Footage (GSF)
PUBLIC WORKS FACILITIES			
Duck Creek 2198 Glendale Ave. Green Bay, WI 54303	Main Building 'A' two story office building and various shops (<i>repair, lube, fabrication, etc.</i>)	1954 <i>with 1967 addition</i>	69,500
	Building 'D' (at front gate) tire storage	pre-1935	2,750
	Building 'E' vehicle storage	pre-1935	17,950
	Building 'F' vehicle storage	pre-1935	1,800
	Building 'K' county salt shed	1992	5,760
	Building 'L' cold storage	1993	16,500
	Building 'M' cold storage	1990	13,500
	Building 'N' county salt shed	2003	8,960
Greenleaf 6757 State Hwy 57 Greenleaf, WI 54126	Satellite shop County salt shed	1967 & 2004 unknown	18,768 2,520
Langes Corners 5349 CTH R Denmark, WI 54208	Satellite shop County salt shed	1948 <i>with 1963 & 1979 additions</i> last add'n in 1987	16,925 4,020
New Franken 4870 Algoma Road New Franken, WI 54229	Satellite shop Cold storage building County salt shed	1948 <i>with 1963 addition</i> 1990 unknown	5,450 1,600 1,782
Public Works gross square footage			187,785
Total GSF Maintained by Brown County Public Works Facility Mgt			1,410,116